

**Lydia Taft Pratt Library
Board of Trustees Meeting
July 10th, 2025**

I. Call to Order

The meeting was called to order by Chairperson Lyle Holiday at 5:00pm. Attending the meeting were Linda DeCarlo-Burns, Stacy Kripp, and Dave Schottland.

Visitors: Sam Bledsoe (of Lydia's Friends)

II. Additions to the Agenda

None

III. Recognition of Visitors

Sam was welcomed to the meeting.

IV. Approval of Previous Minutes

A motion was made by Dave to approve last meeting's minutes, which was seconded by Linda, and the motion passed.

V. Treasurer's Report

a. Budget Report

- The budget was discussed.
- There is currently around \$20,000 in the library's account.
- New receipts are from Lydia's Friends and the Building Bright Futures grant.

b. Warrant Approval

Dave made a motion to approve the warrant, which was seconded by Linda, and the motion passed.

VI. Librarian's Report

The full Librarian's Report can be found at the end of this document.

- On August 13th the Catamount online catalogue will go live.
- The librarian will be hosting several workshops in September for using the library's technology and databases.
- The Summer Reading Program kickoff event was a success, with 28 children signing up to participate in the program.
- There will be summertime arts and crafts on Wednesday mornings. A part-time employee has been hired to assist with this program.
- There will be a butterfly program on Monday, July 14th.

VIII. Old Business

a. Phone Update

For now the library is going to continue its use of a landline.

b. Revisit Cleaning

- The trustees agreed that both library rooms and both bathrooms need to be cleaned once per week.
- Linda is going to solicit several bids from local cleaners.

c. Updated Detail On Grant Spending

- Dena and Stacey shared details about current grant money spending, as well as proposed spending through the remainder of the grant period.
- The grant spending period has been extended from September until December.

d. Technology Spending Plan

Dena and Stacey shared several new pieces of children's technology that have been purchased, including Playaway Launchpads, Yoto storyteller devices, and foldable microscopes.

VIII. New Business

a. Holiday Policy for Closing

- Linda proposed closing for the same number of days as Town Office, but the trustees and librarian would determine when those days would be.
- Dena suggested looking at other library policies.
- Lyle will to next month's agenda discussion the library's policy for holiday closing, as well as its confidentiality policy.

Executive Session

No executive session took place.

X. Adjournment

At 6:10pm, Dave made a motion to adjourn, which was seconded by Lyle, and the meeting concluded.

**LYDIA TAFT PRATT LIBRARY
LIBRARIAN'S REPORT**

Report to the July 10 , 2025 Trustees Meeting

Statistics for June 6- July 1 , 2025:

• Library Visits

	This month	Last month

Adult Visits	269	188
Children Visits	83	46
Website visits	117	81
# of people using library wifi on site	Library Wifi is available 24/7 so there's no way to say how many people are using it each month.	?
Total Visits:	469	315+

- Materials Circulation

LibraryWorld	98
LW Renewals	62
ILL borrowed	14
ILL Lent	6
Audio/Ebooks (GMLC/OverDrive)	169
Total Circulation this month	349
Tot Circ last month	411

Overdrive Via Libby Usage Stats	This Month	Last Month
Total Checkouts	169	192
Distinct Users	32	28
Ebooks	65	46
AudioBooks	104	146

Programs

<u>Program</u>	<u>Date</u>	<u>Attendance</u>
Sensory Playtime	6/2	6
	6/9	7
	6/16	13

	6/23	12
June Sensory Play total	6/30	8
		46
Picture Book Storytime	6/5	11
	6/12	10
	6/19	7
	6/26	9
June storytime total		37
Building Saturday	6/14	1
	6/28	3
June Building total		4
Arts & Crafts	6/25	16
	7/2	9
Summer Reading Program Kick-Off	6/21	51
Coffee Chat	6/3	2
	6/10	3
	6/17	4
	6/24	2
	7/1	
Cookbook Club	6/10	
Afghan Women Podcast Program	6/19	47
Magic The Gathering	6/24 6/30	4 4
Total Program Attendance		229

Narrative

1. The library data migration to the Bywater/Koha ILS is happening and **the go-live date for our new catalog is on schedule for August 13**. The new catalog will have a much more intuitive public user interface. Staff training on the back end will be happening through July and will be ongoing.
2. The next **bookclub** will happen on Saturday, July 28. We will be reading *The Bookwoman's Daughter* by Kim Michele Richardson. Copies of the book are available at the library.

3. Next **Cookbook club** is skipping the month of July, and will resume on August 12 with our now annual tailgate party bar-b-que and cupcake fest.
4. Summer Reading Program: The SRP Carnival Kick-Off event was hugely successful, well attended, and fun! **24 kids** have signed up for the Summer Reading Program and are entered into our SRP Raffle! The more they read and/or participate in events at the library, the more raffle tickets are entered for them. In addition to our Kick-Off event and our weekly slate of activities for kids, we are planning additional events for children over the summer, including a talk about butterflies, an SRP wrap up event, and other as yet unplanned events or activities as well.
5. Our **Adult Services Program** continues to offer two regularly occurring monthly programs, and one weekly Coffee Chat program, in addition to the traditional library service that we provide to adults. We will be working together with Lydia's Friends to bring about additional programming for adults as well as fundraising events. We are planning to offer technology training workshops this fall in the use of the new catalog, the OverDrive/Libby eBooks and Audiobook system, and the research databases that are available to our library users. We will also offer a Technology Petting Zoo event, likely in September, so that community members and children can have a chance to try out and play with the new devices that we have purchased. These devices will be available for circulation this fall.
6. In the coming months we will be helping the DCC organize fundraiser events and are helping to establish a playground committee.
7. Grant spending update: We are in the process of purchasing several (4) Launchpad tablet devices, Yoto Player audio devices (3), at least one Tonies Box, all for circulation. We will also be purchasing a Lenovo Laptop staff computer. We have hired a student to assist with the Wednesday morning Arts and Crafts program and I have hired a community member to act as a technology consultant. We will be hosting a number of events and programs for children throughout July, August and September. We are planning to buy additional books and literacy materials for the children's program. We recently placed an additional order for a teacher's podium in place of a desk space in the children's room, and another book shelf. We are still hoping that the unused portion of the room will become available to our children's program, at which point we are prepared to spend an additional \$5,000 furnishing it. I have received notification that our grant funding period will be extended from September 30 until December 31.
8. We will also be purchasing a Lenovo Yoga 2-in-1 Laptop/tablet device that will hopefully make it possible to circulate books off site (not covered by the BBF VECF funds.)

Submitted respectfully,
Dena Marger 7/2/25